

CURRICULUM VITAE

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Paul Gondwe

Personal information	Date of Birth: Paul Gondwe Marital status: Married Nationality: Malawian	Sex: Male Permanent address: Box 103, Karonga, Malawi												
Education	1996 to June 1997: Obtained Malawi School of Education (MSCE) at Chilumba Secondary School 1994 to 1995: Obtained a Junior certificate of Education at Chilumba Secondary School 2000 – Obtained a Certificate in Information and Technology at Talingana Computer School													
Professional experience	April 2004 to Present: Working as a Clerical Officer - Data, Human Resources Section. Ministry of Mines, Natural Resources and Environment, Department of Forestry.													
Language Proficiency	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; padding: 2px;">Name</th> <th style="text-align: left; padding: 2px;">Speaking</th> <th style="text-align: left; padding: 2px;">Reading</th> <th style="text-align: left; padding: 2px;">Writing</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">Chichewa</td> <td style="padding: 2px;">Excellent</td> <td style="padding: 2px;">Excellent</td> <td style="padding: 2px;">Excellent</td> </tr> <tr> <td style="padding: 2px;">English</td> <td style="padding: 2px;">Excellent</td> <td style="padding: 2px;">Excellent</td> <td style="padding: 2px;">Excellent</td> </tr> </tbody> </table>	Name	Speaking	Reading	Writing	Chichewa	Excellent	Excellent	Excellent	English	Excellent	Excellent	Excellent	
Name	Speaking	Reading	Writing											
Chichewa	Excellent	Excellent	Excellent											
English	Excellent	Excellent	Excellent											
Trainings Attended	<p>17th September 2001 to 31st July 2004 Fully attended and participated in a <i>Training for Computer Skills and Library Management</i>. The Sustainable Forest Management Program organized the trainings.</p> <p>6th to 30th July 2004 Fully attended and participated a Paralegal Training on <i>Law, Justice and Development</i> (certificate) at Grace Bandawe Conference Centre, Blantyre, Malawi. Civil Liberties Committees (CILIC) organized the training</p> <p>19th to 21st September 2005 Attended and participated in a training workshop under Konrad Adenauer Foundation in collaboration with Karonga Young Politicians Union on <i>Empowering Malawian Citizenry with Political Skills</i>.</p> <p>March 2009 Successfully attended a Motivation and Team Building training organized by KAF in Kasungu and facilitated by Gomezgeka Mjura Mkandawire. Target group was the National Secretariat of the Young Politicians Union. The training included;</p> <ul style="list-style-type: none"> • Clarifying your life purpose • Servant Leadership 													

	<ul style="list-style-type: none"> • Effective Management of time • Team Building • Conflict Management • Leadership type and Temperament <p>15th to 17th September, 2009 Successfully participated in a three days Training of Trainers (TOT) workshop at Capital City Motel in Lilongwe. The program was facilitated by Mr. Max Iphani from Malawi Institute of Education (MIE) with help of funding from Konrad Adenauer Foundation. The workshop covered the following topics;</p> <ul style="list-style-type: none"> • Introduction to Politics and Democracy • Political Parties, Systems, Functions and Structures • Civil Society and Democracy; • Rights and Responsibilities in a Democracy; • Gender Relations and Political Participation • Political Communication
Computer Literacy	<u>Computer Skills:</u> <ul style="list-style-type: none"> • Microsoft Word • Microsoft Excel • Microsoft PowerPoint • Internet Surfing
Referees	<ol style="list-style-type: none"> 1. Mr. C.A. Khondowe ,P.O. Box 223,MuzuTel: +265 1 362 294 Cell: +265 8888 316 606 2. Mr A.M. Jafari, P.O. Box 35, Karonga ,Tel: +265 1 362 298 3. Mr. Samson Lembani Konrad Adenauer Foundation Box 1185, Lilongwe Tel: +265 1 759 160/ +265 888 842 830